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# Fact Sheet: Maine Apprenticeship Program, What Maine Employers Ask About Sponsoring Apprentices, 2011

Maine Department of Labor

Maine Bureau of Employment Services

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# Maine Apprenticeship Program

## What Maine employers ask about sponsoring apprentices

### What is Apprenticeship?

A formal, industry-led, nationally-recognized, workforce training program for employees that provides in-house skill development through structured on-the-job learning supplemented with technical and theoretical course work.

### Who can sponsor apprenticeship?

A single employer, a group of employers in a sector, a trade association or a union.

### What is an Apprentice?

A newly-hired or existing employee who is committed to learning the trade skills of your industry or advancing his or her skills, and who:

- Is at least 16 years of age (or 18 if required by law)
- Has attained a GED or high school diploma
- Is capable of successfully passing required courses.

### What is a Pre-Apprentice?

- A high school junior or senior, at least 16 years old who works for you part-time while attending school full-time
- An adult dislocated worker seeking entry into apprenticeship who must successfully complete preparatory training to enter your program

### What is required of an apprenticeship sponsor?

A sponsor must provide a safe on-the-job learning environment, expose and allow the apprentice to learn and practice all of the skills prescribed in the standards, and provide incremental wage increases as the apprentice gains proficiency and completes course requirements.

### What support can an apprenticeship sponsor expect?

The Maine Apprenticeship Program:

- Assists with development of your program
- Helps to identify related instruction providers
- Registers your program for federal purposes
- Pays 50% of the cost of related instruction classes

### How do I become a Sponsor?

- You review already available occupational skill standards that fit your needs and sign on as a registered sponsor; or the program works to develop standards that fit your needs
- Register each apprentice using a one-page form
- Submit requests for tuition reimbursement

For more information visit:

[www.maineccareecenter.com/apprenticeship](http://www.maineccareecenter.com/apprenticeship)

## Benefits of sponsoring apprenticeship

- Provides you with a formal, industry recognized, in-house training program specific to your needs
- Engages employees in self-directed learning and incents them to advance their skills
- Is proven to reduce employee turnover and increase productivity, quality, safety, and worker versatility
- Attracts employees who are interested in, and have aptitudes to learn the skills required by your industry
- Gives your industry a voice in workforce education and training matters and links your company to other workforce development resources and information
- Helps to pay the cost of your supervisor or journey worker upgrade training to ensure you have the best in-house trainers or mentors for your program
- Allows you to pay wages commensurate with their skill levels on Davis Bacon and Prevailing Wage contracts
- Keeps your company apprised of best practices, new approaches and resources for workforce skill development